



District of Columbia Air National Guard

Dual Tech/AGR Announcement

Announcement Number: Tech 11-039 AGR 11-319



APPLICATION MUST BE FORWARDED TO: Human Resource Office DC National Guard 2001 East Capitol Street Washington, DC 20003-1719 APPLICATION MUST BE RECEIVED NLT : OUF	OPENING DATE: 15 Jul 2011	CLOSING DATE: OUF
	Position Title, Series, Grade, Salary Range Supervisory general Supply Specialist, D1956000 GS-2001-11 \$62,467 - \$81,204 Maximum Military Rank: CMSgt Selectee will be assigned to a compatible military position. Military Duty Assignment: 2SXXX	
	Appointment Status <input checked="" type="checkbox"/> [X] Excepted <input checked="" type="checkbox"/> [X] Enlisted <input type="checkbox"/> [] Officer <input type="checkbox"/> [] Competitive	
Position Location: 113 th LRS, DCANG Join Base Andrews, Maryland		
AREA OF CONSIDERATION: TECHNICIAN: GROUP III (Individuals who possess the necessary qualifications for military membership in the DCANG) AGR: GROUP I (Current on Board AGR) Permanent Change of Station: Relocation expenses will not be paid to Technician.		
Special Remarks: http://www.113wg.ang.af.mil/		
INSTRUCTIONS FOR APPLYING: This office will not accept applications mailed at the government's expense. Electronic or fax applications will not be accepted. Failure to submit all documents will result in your application not being considered for employment. Applications must contain current unit assignment, AFSC and military grade. All submitted documents must be current. No binders please. <u>If you are applying under the Technician Job Announcement the following documents are required:</u> 1.) OF612, or a Resume 2.) KSA's - Knowledge, Skills, and Ability questions must be addressed by element on a separate paper. 3.) Current Unit assignment, AFSC and Military grade must be included on application or a separate paper. <u>If you are applying under the AGR Job Announcement the following documents are required:</u> 1.) NGB34-1, dated Nov 2010, Application for Active Guard/Reserve (AGR) Position with original signature. No binders please. 2.) Current RIP (Report of Individual Performance) from vMPF (Please do not submit a Data Verification Brief (DVB) NEW ITEM!! 3.) DD 214 (if applicable) 4.) Recent Fitness Test from AFFMS (Per AFI 36-2905, current as of the last day of the month, 12 calendar months following previous test. Per ANGI 36-101, Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program.) 5.) Email address; additional point of contact number(s) for member (separate paper) 6.) KSA's Questions (Knowledge, Skills, and Ability questions must be addressed by element on a separate paper.) 7.) Security Clearance (Current favorable adjudicated letter from your unit security manager within 30 days) (Please do not submit a JPAS print out) NEW ITEM!! Condition of Employment: <u>National Guard Membership:</u> Current member of the District of Columbia Air National Guard. Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit. Technician Employment Questions: SPC Tiffanne May Human Resources Specialist at 202-685-9775 or DSN 325-9775.or SPC Inga Respass, Human Resources Assistant at 202-685-9763 or DSN 325-9763 AGR Employment Questions: MSgt Jamey Kennedy can be reached at 202-685-9778 or DSN 325-9778. Evaluation Process: Applications will be evaluated solely on information supplied in the application (OF 612, NGB 34-1 or a resume). Experience will be evaluated based on relevance to the position for which application is made, and whether it is full-time or part-time. Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, age physical handicap, or membership/non-membership in an employee organization, in conformance with NGB Regulation 690-600 and ANGR 40-1613.		

This announcement must be posted on unit bulletin boards until the day following the closing date



The District of Columbia Air National Guard



Is an Equal Opportunity Affirmative Action Employer

Announcement Number: Tech 11-039 AGR 11-319

Position: Supervisory General Supply Specialist, GS-2001-11 D1956000

Brief Description of Duties: Develops goals and objectives that integrate organizational, supply, transportation and fuels objectives. Establishes, reviews, and revises policies, procedures, mission objectives, and organization design for the staff, as necessary, to eliminate work problems or barriers to mission accomplishment. Delegates responsibility and authority to subordinates. Provides advice, counsel, and instruction on work and administrative matters. Provides guidance and policy direction in supply and equipment support for all assigned units. Assists in formulating policies, concepts, and procedures to ensure that an effective LRS operation is maintained using personnel, equipment, and funding to support the mission. Directs the internal surveillance program to scrutinize the operations of all Logistics Readiness Squadron functions to ensure compliance. Provides management oversight of the Logistics Readiness Squadron training program to ensure the effectiveness of the squadron enlisted on-the-job-training programs. Responsible for the oversight of squadron readiness and ensures reporting accuracy for logistical inputs for the Status of Resources and Training System (SORTS), Defense Readiness Reporting System (DRRS), and Air Expeditionary Force (AEF) Readiness Tool (ART) reports. Maintain a working knowledge of functional manpower requirements and documents, manning levels, and work with respective flight leadership to address staffing concerns. Ensures coordination with the Global Logistics Support Center and Major Command (MAJCOM) funds managers on the preparation and submission of the General Support Division operating budget. Complies with policy and procedures in the management of stock funds. Develops and implements plans and methods to ensure optimum logistical support for financial operating programs within O & M and Stock Fund. Establishes controls for suppression of requisitioning action to operate within reduced commitment or obligation ceilings. Incumbent may be required to prepare for and support the mission through the accomplishment of duties pertaining to military training, military readiness, force protection and other mission related assignments including, but not limited to, training of traditional Guard members, CWDE/NBC training, exercise participation (ORE/ORI/UCI/MEI/OCI/IG, etc.), mobility exercise participation, FSTA/ATSO exercise participation, SABC training, LOAC training, weapons qualification training, participation in military formations, and medical mobility processing within the guidelines of NGB/ARNG/ANG/State/TAG rules, regulations, and laws. Performs other duties as assigned.

Qualifications Requirements: GS-11

General Experience: Experience, education or training in the administrative, professional, or other work which provided the applicant with a general knowledge of one or more aspects of the supply field.

Specialized Experience: Must demonstrate Thirty-six (36) months experience in which the following Knowledge, Skills, and Abilities (KSA's) as described below have been attained.

Knowledge, Skills and Abilities (KSA's) Statements:

- A. Knowledge of supply regulations, principles, and practices.
- B. Ability to plan and organize work.
- C. Ability to analyze reports and data.
- D. Ability to communicate orally and in writing.

**Current Unit assignment, AFSC and Military grade must be included on application
Incomplete applications will not be considered for employment**